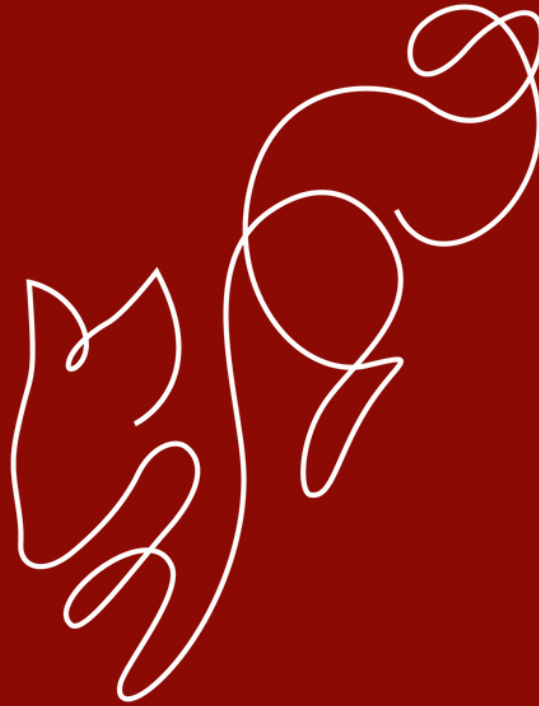




MAEVE FOX

FUNCTIONS & EVENTS PACK

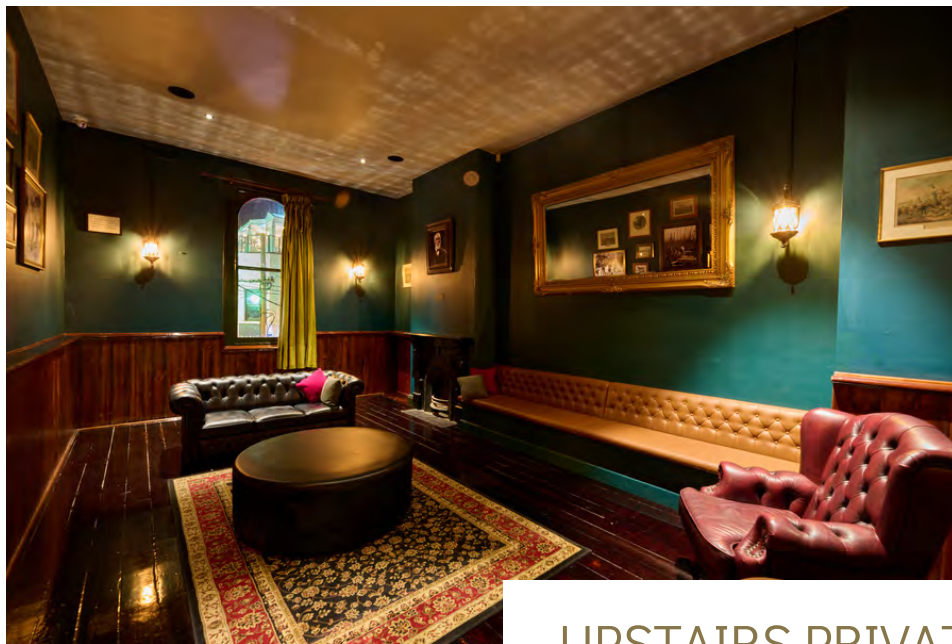
HELLO@PRATTHG.COM | +61 448 006 006 | MAEVEFOX.COM.AU

INTRODUCING

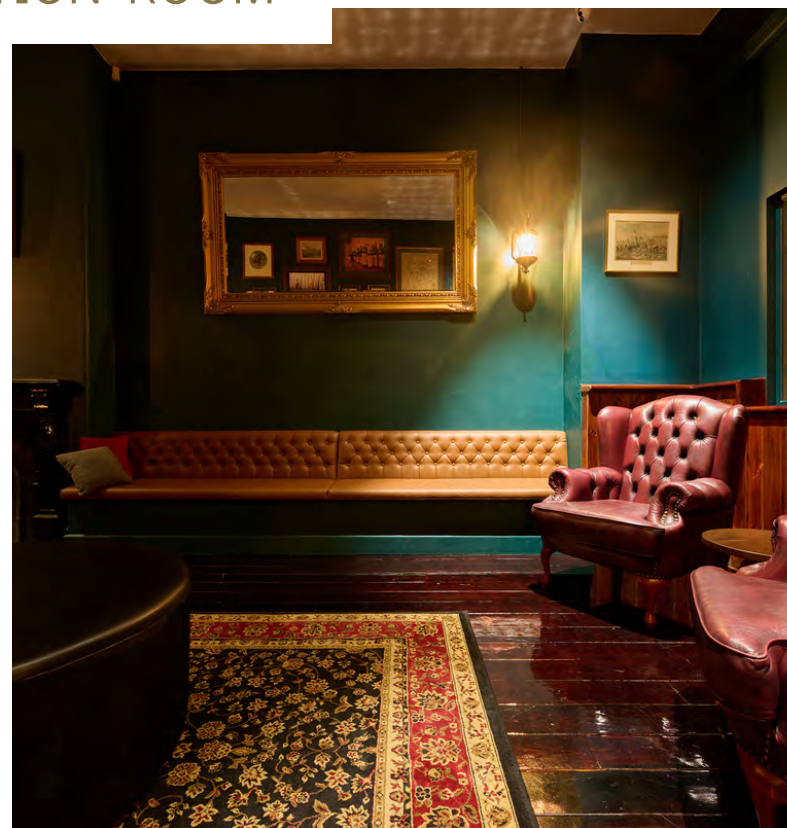
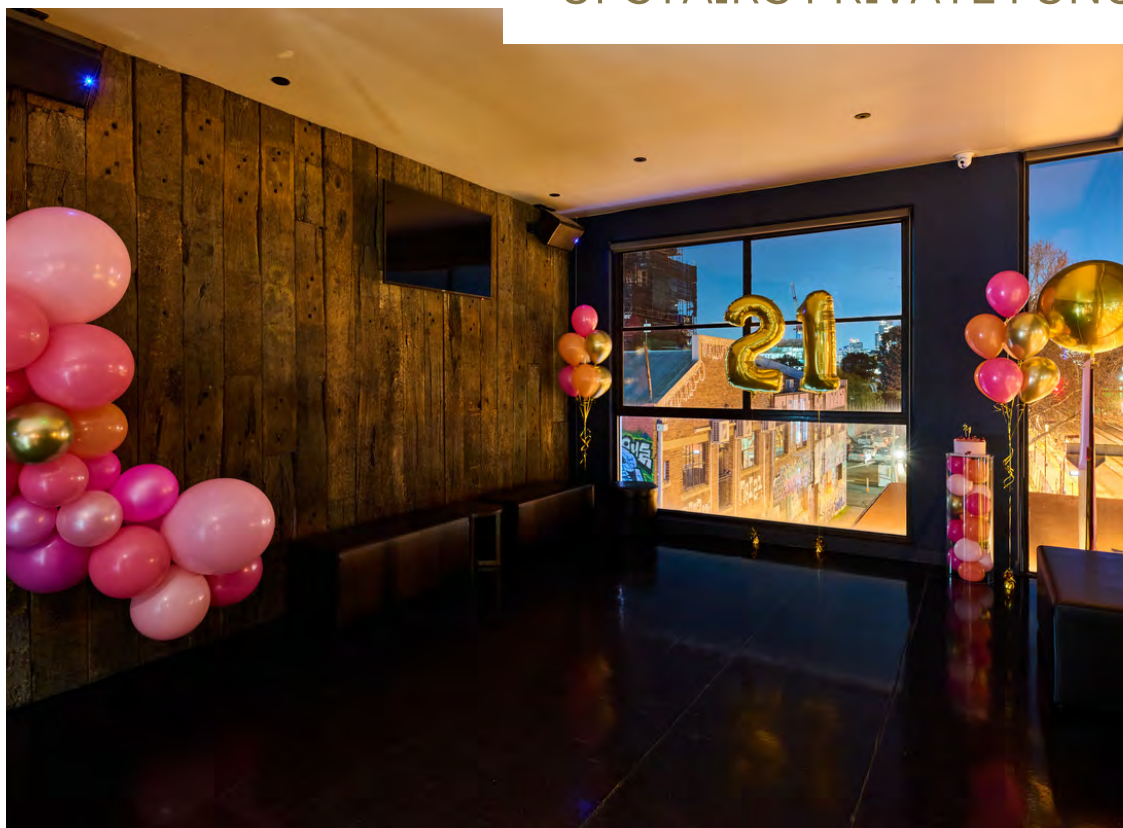
MAEVE FOX

Maeve Fox is nestled in one of Melbourne's favourite nightlife precincts; Richmond. This elegantly furnished establishment is like no other, offering numerous function areas to suit any occasion, group size or budget, and ideally located next door to the East Richmond train station. On the top level of Maeve Fox, discover an adaptable and unique private function area with unobstructed views of the city skyline. At ground level you will discover the booths in our main bar area with access to over 150 premium products and one of Richmond's busiest dance floors! Downstairs, is a hidden, and fully private, space called The Den. Perfect for those smaller functions such as Hen's & Buck's parties or those wanting to use our built-in karaoke system! The practical design and furniture of these spaces makes for the perfect atmosphere for any gathering. We pride ourselves on flexibility and the ability to deliver what you want, when you want it.





UPSTAIRS PRIVATE FUNCTION ROOM



UPSTAIRS PRIVATE FUNCTION ROOM

Features

- ◇ Capacity for 110 guests
- ◇ Private bar
- ◇ Private bathrooms
- ◇ Own music allowed by sharing Spotify playlist with bar staff
- ◇ Welcome to arrange a DJ through our preferred suppliers
- ◇ Freedom to decorate the space with balloons, flowers, fairy lights etc.
- ◇ BYO cake/desserts (Maeve Fox can cut and serve free of charge)
- ◇ Flat-screen TV for photos, videos, or presentations
- ◇ Wireless microphone
- ◇ Heating and air-conditioning
- ◇ Dedicated bartender and waitstaff to serve your food and drinks

Minimum Spend

- ◇ Friday: \$2500 (December \$3500)
- ◇ Saturday: \$3500 (December \$4500)
- ◇ Sunday - Thursday: \$2000 (December \$2500)

Conditions

◇ A tentative hold can be placed for a period of 3 business days. From there a \$1000 non-refundable deposit is required to secure the booking.

The deposit is used towards the final bill on the night.

◇ The function organiser is responsible for meeting the minimum spend.





MAIN BAR

Booth Reservations

- ♦ The three comfortable and stylish booths at Maeve Fox are available for groups to book. A reservation time is required for all booth bookings and spaces may be released to other patrons if guests cannot meet the reservation time. No minimum spend is required to reserve booths. Capacity: 4 - 6 guests
- ♦ You are welcome to arrange a bar tab for the booking. Bar tabs can be paid for at the end of the function or prepayment can also be arranged.
- ♦ A credit card and current driver's license is required for all bar tabs and will be held by the bar for the duration of the bar tab. Please note no debit card will be accepted for a bar tab.

Conditions

- ♦ If a group booking is more than 15 minutes late, any reserved area will be released to the general public regardless of any deposit paid.

THE DEN

Features

- ◇ Capacity for 30-40 guests
- ◇ Private bar with dedicated bartender to serve your drinks
- ◇ Karaoke available and included with the booking
- ◇ Private entertainment for hen's & buck's parties permitted
- ◇ Own music allowed by sharing Spotify playlist with bar staff
- ◇ Flat-screen TV for photos, videos, or presentations
- ◇ Wireless microphone

Booking Options

- ◇ Available to book in 2 hour slots prior to 6pm
- ◇ \$1000 minimum BAR spend. Food does not count towards spend

OR

- ◇ Available to book for the whole night 7pm - 12am
- ◇ \$2000 minimum BAR spend. Food does not count towards spend

Booking Requirements

- ◇ A tentative hold can be placed for a period of 3 business days. From there a \$500 non-refundable deposit is required to secure the booking. The deposit is used towards the final bill on the night.
- ◇ The function organiser is responsible for meeting the minimum spend. Purchases by guests do not contribute to the total.
- ◇ All private/explicit entertainment must be booked by the customer separately and details provided to Maeve Fox.
- ◇ Security is required for any function with private/explicit entertainment. Price is \$65 per hour, 1 hour minimum requirement. Price is not included in minimum spend.



MASTERCLASSES

Maeve Fox offers an exciting opportunity for you to jump behind the bar and learn how to shake a cocktail. Our Cocktail Masterclass can cater for groups from 10-30 people. We can accommodate larger groups on request however the cost per head may alter. Cocktail classes are held outside of our usual hours of trade, and therefore can start anywhere between 1.00pm - 3.00pm, and run for approximately 2 hours.
A deposit of \$200 is required to confirm booking.

\$85 PER PERSON

Each participant will receive:

- ◊ A palate-cleansing cocktail on arrival
- ◊ Four canapés per person (chef's selection)
- ◊ Your turn behind the bar to make: a Pimm's Cup, Sexy Pants, and Mojito
- ◊ Learn the secrets, techniques, and myths behind classic and new age cocktail making
- ◊ There is a mocktail version of this class available

All guests receive 50% off cocktails for 1 hour after the class.
You are welcome to stay after the class. We can reserve you an area in the Main Bar.
Extra catering can also be ordered to enjoy with your half-price cocktails.



ADD A LITTLE SOMETHING SPECIAL

On Arrival

Champagne or Sparkling Wine

Cocktail

Customised cocktail for the event

Champagne Magnums

Wow your guests with Champagne magnums
popped & served on arrival

Price on application

Champagne Toast

Serve champagne or sparkling wine
for speeches

FUNCTION COCKTAIL MENU

Select up to three cocktails to be available on arrival or as part of your function tab.

Cosmopolitan // \$26

Absolut Vodka, Cointreau, Cranberry, Lime

Barrel Aged Negroni // \$26

Beefeater Gin, Campari, Rosso Antico Vermouth

Espresso Martini // \$26

Absolut Vodka, Espresso, Kahlua, Sugar

Barrel Aged Old Fashioned // \$26

Woodford Reserve, Bitters, Sugar

Margarita // \$26

Olmea Reposado, Cointreau, Lime

Porn Star Martini // \$26

Finest Call Passionfruit Puree, Absolut Vanilla Vodka,

Passoa Passion Liqueur, Lime, Prosecco

Japanese Slipper // \$26

Midori, Cointreau, Lemon

Southside // \$26

Beefeater Gin, Lime, Sugar, Mint

French Martini // \$26

Absolut Vodka, Chambord, Pineapple

Daiquiri // \$26

Havana Club 3 Y/O Anos, Lime, Sugar

SPRITZ MENU

Aperol Spritz // \$18

Aperol, Dal Zotto Prosecco, Soda

Campari Spritz // \$20

Campari, Dal Zotto Prosecco, Soda

Elderflower Spritz // \$20

Fiorente Elderflower, Dal Zotto Prosecco, Soda



Recommended Catering:

- ◊ 40 guests - 10 platters
- ◊ 50 guests - 12 platters
- ◊ 60 guests - 16 platters
- ◊ 70 guests - 18 platters
- ◊ 80 guests - 20 platters



Designed to be simplistic and hearty, all canapés are prepared within the Pratt Hospitality Group kitchen at Maeve Fox ready for service.

Canapés can be ordered by the platter. Each platter contains 25 pieces of one choice (eg. 25 mini beef pies), and we require a minimum order of 5 platters.

Our experienced team can assist you in serving the right amount of food for your upcoming event and group size.



TANTALISE THOSE TASTEBUDS

Canapé Menu

Cold Canapés – \$95 per platter

- ◇ Mini bruschetta tarts with tomato, red onion, basil, and a balsamic vinegar pearl (v)
- ◇ Smoked salmon tartlets with horseradish & crème fraîche
- ◇ Individual Peking duck pancake rolls with hoisin sauce
- ◇ Freshly shucked oysters with red chilli jam & lime juice (gf)
- ◇ Za'atar marinated lamb fillet in a homemade tart with sumac spiced yoghurt, pomegranates and nut free dukkah
- ◇ Fresh prawn rice paper rolls served with a Vietnamese dipping sauce (v available) (gf)
- ◇ Caramelised onion tarts with goat's cheese & thyme (vg)

Hot Canapés – \$95 per platter

- ◇ Homemade sausage rolls with a traditional homemade tomato sauce
- ◇ Southern fried chicken with Jalapeño mayo (gf)
- ◇ Vegetarian spring rolls (v)
- ◇ Spinach & ricotta pastizzis (vg)
- ◇ Beef mini pies
- ◇ Mushroom arancini balls (gf) (vg)

Substantial Items

*Minimum order of 25

- ◇ Mini burgers w/ homemade red onion jam, cheese, tomato & rocket \$6 each
- ◇ Pork Boa Buns w/ carrot, cucumber, spring onion, hoisin & gochujang - \$7.5 each

Vegan Canapés – \$120 per platter

*Minimum 3 platter order

- ◇ Chili jam tofu (gf)
- ◇ Grilled teriyaki tofu (gf)
- ◇ Sago & potato rosti (gf)
- ◇ Vegetable spring rolls with a tahini, lemon & miso sauce
- ◇ Vegetable samosa with a mint yoghurt sauce

Handmade Steamed Dumplings – \$95 per platter

- ◇ Prawn & Chive
- ◇ Fried Prawn & Ginger
- ◇ Pork
- ◇ Vegetarian (v)
- ◇ Roast duck

Iconic Canapés – \$105 per platter

*Minimum 2 platters of each (can only increase in multiples of 2)

- ◇ Crisp pork belly cubes served with a homemade apple relish (gf)
- ◇ 100-layer potato squares topped with creamy truffle aioli (vg) (gf)

Dessert Canapés – \$95 per platter

- ◇ Individual chocolate brownies
- ◇ Mini lemon tarts garnished with curls of lime zest

Each cold, hot and dessert platter contains 25 pieces of one choice
eg. 25 x beef mini pies. We require a minimum order of 5 platters.

vg = vegetarian gf = gluten free v = vegan vg

Please note that menus and prices are subject to change without notice.

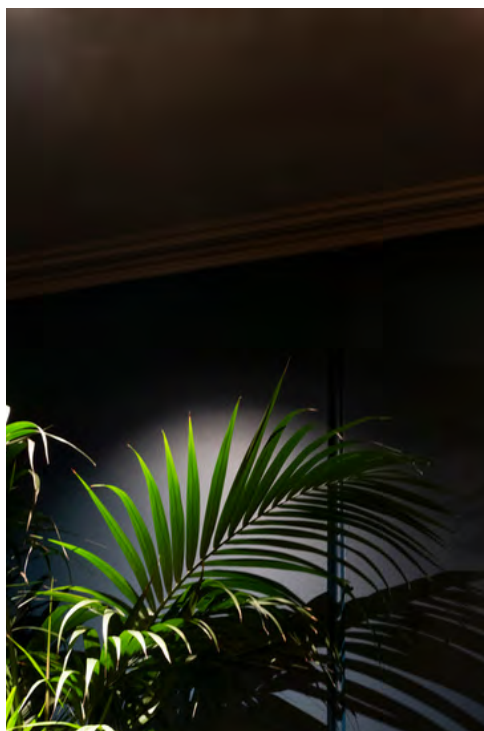
SWEET BABY CHEESES

Something to graze on

Cheese - \$85 per platter

♦ Three cheeses, Manuka honey pot, cornichons, quince paste, seasonal fruits, an assortment of biscuits, grissini & fig & olive crisps (vg)





MAIN BAR

Group Bookings

Designed to be simple and approachable, Maeve Fox's beverage list caters to all tastes. Beverages can be supplied as a bar tab.

For casual group bookings with no minimum spend, beverages are supplied on a 'pay as you go' basis and guests can purchase their own beverages throughout the night.

Maeve Fox can supply wristbands for those guests who are able to access a bar tab.



BEVERAGES

White

Bay of Stones Sauvignon Blanc, Barossa Valley, SA // \$11
Rockbare Riesling, Clare Valley, SA // \$12
Church Road Chardonnay, Hawkes Bay, NZ // \$12.5
Innocent Bystander Pinot Gris, Mornington, VIC // \$13.5
Man O' War Pinot Gris, Waiheke Island, NZ (bottle only) // \$68
Louis Jadot Macon-Villages Grand Magnien, Burgundy, France (bottle only) // \$68
St Hugo Chardonnay, Eden Valley, SA (bottle only) // \$80

Pink

M de Minuty Rose, Cotes De Provence, France // \$14.5
NV Innocent Bystander Moscato, Healesville, VIC 275ml // \$15.5
Dal Zotto Rose, Whitfield, VIC // \$13
Rameau d'Or Rosé, Provence, France (bottle only) // \$60

Red

Bay of Stones Shiraz, Barossa Valley, SA // \$11
Catalina Sounds Pinot Noir, Marlborough, NZ // \$14
Church Road Merlot Cabernet Sauvignon, Hawkes Bay, NZ // \$13.5
Terrazas Reserva Malbec, Mendoza, Argentina // \$14
Fletcher 'The Minion' Nebbiolo, Yarra Valley VIC (bottle only) // \$62
Giant Steps Pinot Noir, Yarra Valley, VIC (bottle only) // \$70
Heathcote Estate Shiraz, Heathcote, VIC (bottle only) // \$90

Sparkling

NV Bay of Stones, Barossa Valley, SA // \$11
Dal Zotto Prosecco, Whitfield, VIC // \$13.5
NV Chandon Brut, Yarra Valley, VIC // \$15
Mumm Marlborough Brut, France // \$19 (glass) // \$93 (bottle)
NV Chandon Rose, Yarra Valley, VIC (bottle only) // \$70
Hawthorn Estate Single Vineyard Coppin Sparkling, Hawthorn, VIC (bottle only) // \$75
NV Mumm Grand Cordon, Reims, France (bottle only) // \$135
NV Veuve Clicquot, Reims, France (bottle only) // \$160
Moet & Chandon Grand Vintage 2013, Epernay, France (bottle only) // \$220

Tap Beer

Furphy Crisp Lager // \$7.5
Heineken // \$8
Stone & Wood Pacific Ale // \$8.5
James Squire Ginger Beer // \$8.5

Packaged Beer / Cider

Heineken 0 // \$8
Stone & Wood Green Coast Crisp Lager 3.5% // \$10
James Squire Apple Cider // \$12

Basic Spirits // \$13.5 – \$15

Ballantines Scotch Whisky // \$13.5
Beefeater Gin // \$13.5
Buffalo Trace Bourbon // \$15
Canadian Club Whisky // \$13.5
Havana Club 3 Y/O Rum // \$13.5
Havana Club Especial Rum // \$13.5
Olmeca Altos Tequila // \$15
Wyborowa Vodka // \$13.5

Premium Spirits // \$16 – \$18

Belvedere // \$16
Monkey 47 // \$18
Glenmorangie 10 Y/O // \$16
Mt Gay XO // \$18
Buffalo Trace // \$16
Volcan Blanco // \$16
Del Maguey Mezcal // \$17
Hennessy VSOP // \$18



PREFERRED SUPPLIERS

CAKES & BALLOONS

Burnt Butter Cakes, located in Richmond, is our preferred supplier for all things cakes, cupcakes, cookies, and balloons. They are very familiar with our venue and can provide everything required to bring your party to life.



burntbuttercakes.com.au



[@burntbuttercakes](https://www.instagram.com/burntbuttercakes)



FLORIST

Glasshaus, situated just down the road from Maeve Fox, is your go-to florist for beautiful arrangements to style the function room.



glasshausfloristonline.com



[@glasshausdesign](https://www.instagram.com/glasshausdesign)

DJs

Maeve Fox has a number of recommended DJs depending on your music taste, occasion, and budget. Information on pricing and booking process can be provided on request!

TERMS & CONDITIONS

1. TENTATIVE BOOKINGS:

A tentative booking can be placed on your preferred date, and will be held for 3 days. In the event of Maeve Fox receiving another enquiry on your tentative date, we will contact you to determine whether or not you would like to confirm your booking.

2. MINIMUM SPEND:

The minimum spend requirement is the function organisers responsibility to be met. Sales made by guests at your function do not count towards the minimum spend.

3. BOOKINGS AND CONFIRMATION:

To confirm your booking we require the terms and conditions to be completed and returned along with a deposit within 3 days of making a tentative booking. Bookings are not considered confirmed until these things have been received. If a deposit is not received within 3 days of the tentative booking being placed, the date may be released.

4. DEPOSIT:

- ♦ A deposit is required within 3 days of placing a tentative hold for your function.
- ♦ The deposit will be taken off the full amount of the bill at the end of your function.
- ♦ Full payment is required prior to or on the date of your function.

5. PAYMENT:

- ♦ Maeve Fox accepts payment in Cash, EFTPOS or Credit Card. Maeve Fox also accepts AMEX and Diners.
- ♦ All Visa, Mastercard, Eftpos AUS, Discover and Maestro cards will incur a 1.79% surcharge.
- ♦ Amex cards will incur a 2.99% surcharge
- ♦ All international cards will incur a 3.39% surcharge

6. CANCELLATION:

Any cancellations less than 90 days before your event will forfeit 100% of your deposit to Maeve Fox.

Any cancellations 45 days or less before your event will be required to pay the balance of the minimum spend owing to Maeve Fox. Dates are non-transferable.

7. COVID-19 CANCELLATIONS:

In the event that Maeve Fox is unable to execute your event due to restrictions imposed on the venue by the Victorian Government, Maeve Fox will allow you to move your function and any deposits paid to a future date. Cancellations due to the organiser or guests contracting COVID will result in payment of cancellation fees as per point 6.

8. RESPONSIBLE SERVICE OF ALCOHOL:

All staff at Maeve Fox are trained in the Liquor Licensing accredited 'Responsible Service of Alcohol' and by law may refuse to serve alcohol to and remove any person that is deemed intoxicated. Under no circumstances are persons under the age of 18 years allowed on the premises or in the function areas unless accompanied by their legal guardian for the entire duration of their patronage at Maeve Fox and has been arranged prior to the night of your function.

9. EQUIPMENT, GIFTS:

All items must be packed up and removed at the completion of your function.

We take no responsibility for items or equipment left in the venue regardless of what is negotiated with staff on the night. There will be no storage of items such as DJ equipment, bags, photobooth, floral arrangements, balloons etc.

TERMS & CONDITIONS

10. SUNDAY / PUBLIC HOLIDAYS:

A surcharge of 10% applies on Sunday's and a surcharge of 15% applies on Public Holidays.

11. PRICING:

Please note that menus and prices are subject to change without notice.

12. DIETARY REQUIREMENTS:

The organiser accepts that it is their responsibility to cater to the dietary requirements of their guests. The venue will not make changes to the catering on the night of the function. Please note that while we do not use nuts in any of our recipes, the venue cannot guarantee that there won't be any traces of nuts in the food. The venue cannot guarantee that gluten free items may not include traces of gluten. The venue cannot cater to fructose intolerance.

13. DAMAGE:

In the event that any furniture or any other part of the venue is 'purposely or foolishly' damaged, the cost of repairs will be forwarded to the person responsible for the function or a negotiated amount added to the function invoice at the completion of the function. Upon arrival for your function, organisers will complete and sign a condition report in conjunction with the Manager.

14. DECORATION CONSTRAINTS:

The venue does not allow anything stuck to a painted surface, no open flames or candles, or any confetti or glitter of any kind. This includes balloons filled with confetti/glitter as well as body glitter. Please ensure guests are made aware of this. In the event that your function does not abide by these decoration constraints, a \$350 cleaning fee will be charged to the client at the conclusion of the function.

15. LOST PROPERTY:

Maeve Fox will not accept responsibility for any damage or loss of property left on the premises prior, during or after the function. This responsibility lies solely with the client.

16. CLIENT RESPONSIBILITY:

The Client is required to inform all relevant personnel involved in attending the function of these terms and conditions.

17. SPEECHES IN MAIN BAR AREA:

The main bar at Maeve Fox is not a private room and consequently is NOT set up to facilitate speeches.

18. SECURITY:

The venue will provide one guard for functions of less than 100 people held on a Friday or Saturday evening. If your function has more than 100 patrons you will need to cover the cost of one additional security guard. If you are having live entertainment such as a DJ or band then one additional guard must be present and you must cover the cost for this additional guard. If your function is being held from Sunday-Thursday then you are under full obligation to provide the guard/s. THE COST FOR THIS IS \$65 PER HOUR PER GUARD AND THERE IS A MINIMUM SHIFT REQUIREMENT OF 5 HOURS.

19. EXTERNAL CONTRACTORS - EG DJ, BAND:

Any external contractors (such as DJs and bands) must bring all their own equipment (INCLUDING A TABLE). All items must have floor protection under table legs or a protective mat under the whole table to protect the floors from scratches. All items must be packed up and removed at the completion of your function. Contractors are required to arrange a sound check prior to the function. Faulty equipment is not the responsibility of the venue.

MAEVE FOX

472 Church St, Richmond VIC 3121
Maeve Fox: Wellington Park Pty Ltd
ABN: 42 372 915 584

FUNCTION DETAILS:

Name/Company: _____

Function Name: _____

Mobile: _____

Email: _____

Address: _____

Date of Function: _____

Number of Guests: _____

CREDIT CARD DETAILS

Cardholders Name: _____

Card Number: _____

Expiry: _____ CCV: _____

Driver's License Number: _____

*Please send a photo of your license with this document

MANAGEMENT RESERVES THE RIGHT TO REFUSE ENTRY TO ANY PATRONS.

BY LAW ID is required for ALL patrons.

Only an Australian Drivers license, Australian Proof of Age card or an international passport will be accepted.

Maeve Fox CREDIT CARD AUTHORISATION FORM

(Please print in capital letters)

Card Type: (Please circle)

Visa / Mastercard / AMEX / Diners

*A 1.79% surcharge will incur with each transaction for Visa, Mastercard and Diners cards | 2.99% surcharge is applied to AMEX | 3.39% surcharge is applied to international cards.

I hereby authorise Maeve Fox to debit my card \$_____ for the deposit payment of the function to be held on:

_____ / _____ / _____ (Date)

Signature: _____

Date Signed: _____

PLEASE UNDERSTAND AND RESPECT THE TERMS & CONDITIONS FOR Maeve Fox:

I have read and agree to the Terms and Conditions in regards to booking a function at Maeve Fox.

Signature: _____

Date Signed: _____

Please complete and email to: hello@pratthg.com

